

FEDERAL SUPPLY SERVICE



Roger Waldron
Director, FSS Acquisition
Management Center
Federal Supply Service
General Services Administration

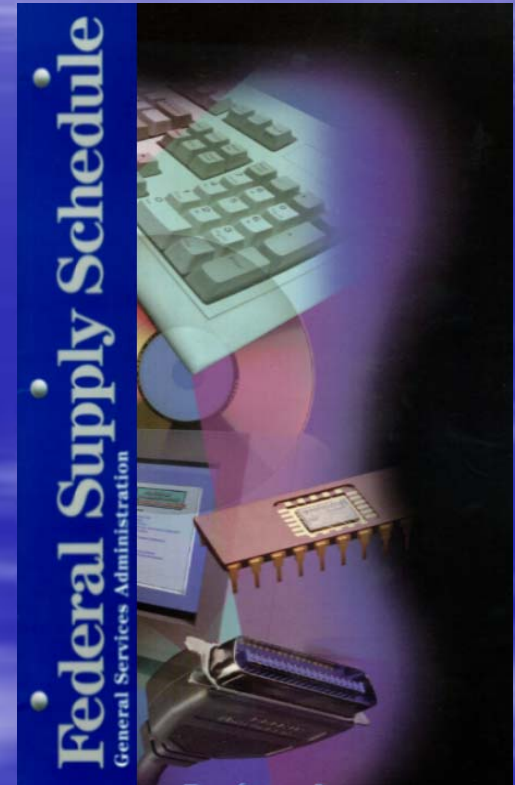
Objectives



- Understand the Schedules Program
- Understand the Ordering Procedures
- Understand Special Features of the Schedules Program

Schedules Are...

- Commercial services and products
- Governed by FAR Part 8 and 38
- Fixed Price (EPA) or L/H orders
- Flexible





Schedules Ordering Procedures

Services (SOW)

<Micro-purchase Threshold

– Place order

>Micro-purchase Threshold

Prepare SOW (Performance-Based preferred)

Transmit SOW & RFQ to at least 3 contractors

Evaluate & Select “best value”

>MO

Transmit to additional contractors

Seek price reductions

Products/Services (no SOW)

<Micro-purchase threshold

– Place order

>Micro-purchase threshold

Look at GSA Advantage!
or

Look at 3 price lists

Select best value

>MO

Review GSA Advantage
or additional price lists

Seek price reductions

A Word About Price

- It is a proven best practice to seek additional price discounts and/or concessions when ordering





SECTION 803

P.L. 107-107

DFARS 208.404-70 – New DoD policy when placing orders for the purchase of services under multiple award contracts

Section 803

For MAS orders for services over \$100,000, the CO must either

- Issue the notice to as many schedule holders as practicable, consistent with market research appropriate to the circumstances, to reasonably ensure that proposals will be received from at least 3 sources that offer the required work.**
- OR contact all schedule holders that offer the required work by informing them of the opportunity for award.**

Section 803

- If less than 3 proposals received, the CO must document why reasonable efforts would not result in more offers. COs have discretion, but is linked to good market research.
- The only exceptions to “fair opportunity” are the exceptions specified under FASA.

BLANKET PURCHASE AGREEMENTS & 803

All BPAs exceeding \$100,000 must be competed IAW Section 803 and DFARS 208.404-70.

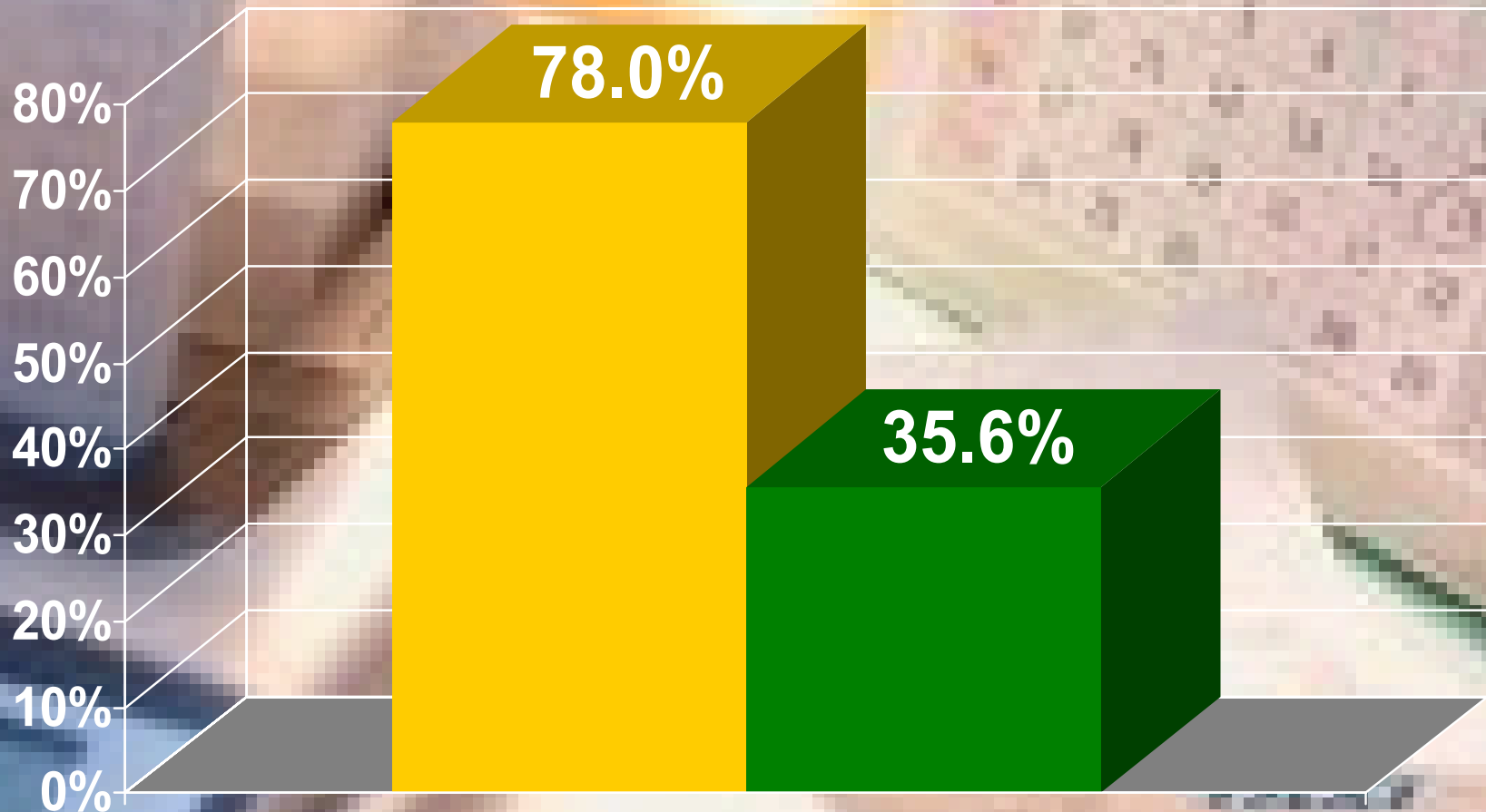
- Single BPAs - No need to further compete task orders.
- Multiple BPAs – Task orders must be competed among all BPA holders.
- Review established BPAs no less than annually to determine whether the BPA still represents best value.

Section 803 - Buyer Options



Small Business

GSA



FY03

■ Small % Contracts

■ Small % Sales

Multiple Award Schedule e-Commerce



Electronic Commerce Tools

- Schedules Website
 - www.gsa.gov/schedules
- GSA Advantage!
 - www.gsaAdvantage.gov
- e-Buy
 - GSA Advantage website
- Schedules e-Library
 - www.gsa.gov/elibrary
- FSS Center for Acquisition Excellence
 - fsstraining.gsa.gov
 - fss.training@gsa.gov
- MAS Helpdesk
 - MasHelpdesk@gsa.gov
 - Phone: 800-488-3111
 - Fax: 816-926-6952

e-Tools Buyer Options

www.gsa.gov/schedules



Blanket Purchase Agreement (BPA)

- Set Up Account - define your requirements
- Easy Ordering Tool - can obtain many items
- Streamlined Acquisition Approach
- long term relationships

More....

- Socio-Economic Goals
- Authorized Price Lists
w/Terms/Conditions
- Purchase Card
- Teaming
- Introduction of New Services and
Products

Education

- FSS Center for Acquisition Excellence

Online Training

- Self-paced Training
- Knowledge of Schedules
- 24 Hours/ 7 Days a Week

Classroom Training

- Certified Instructors



Customer Support

■ Email at:

mashelpdesk@gsa.gov

■ Call/Fax

800-488-3111
(Office)

816-926-6952
(Fax)

**24-48 Hour Response time
on Multiple Award Schedule
Questions.**

